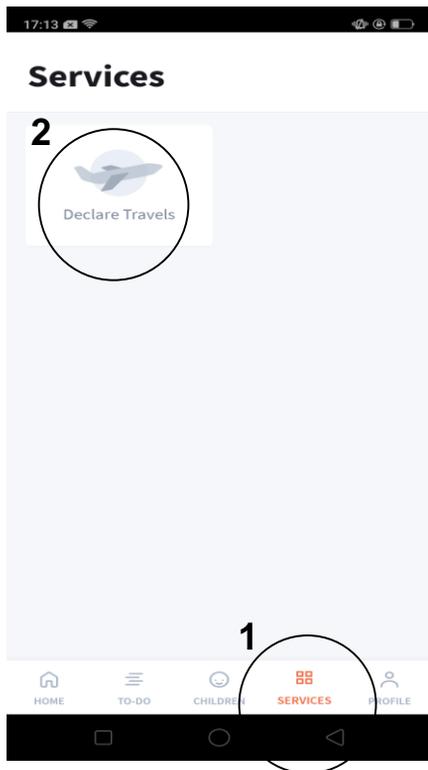
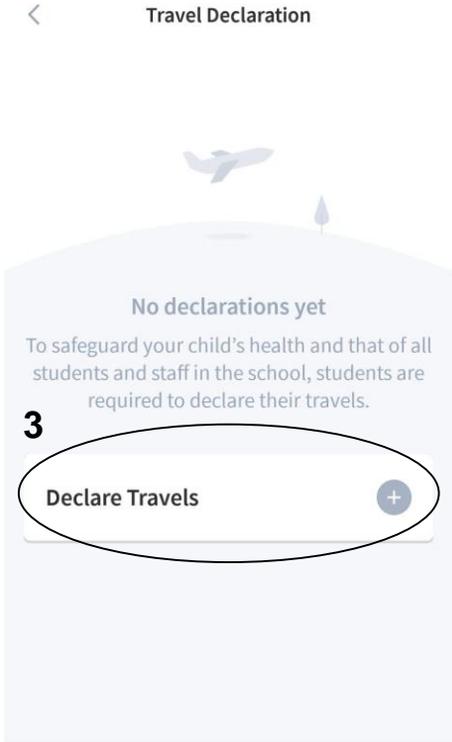


A quick start guide to Travel Declaration using Parents Gateway

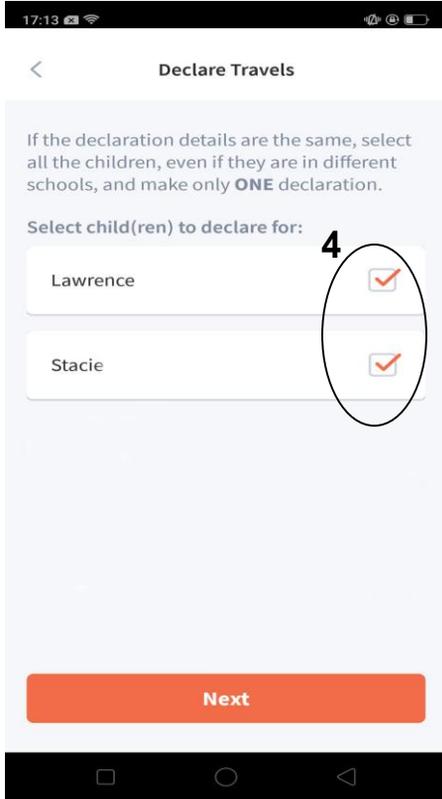
Note: Please update the Parents Gateway App to access the Travel Declaration function



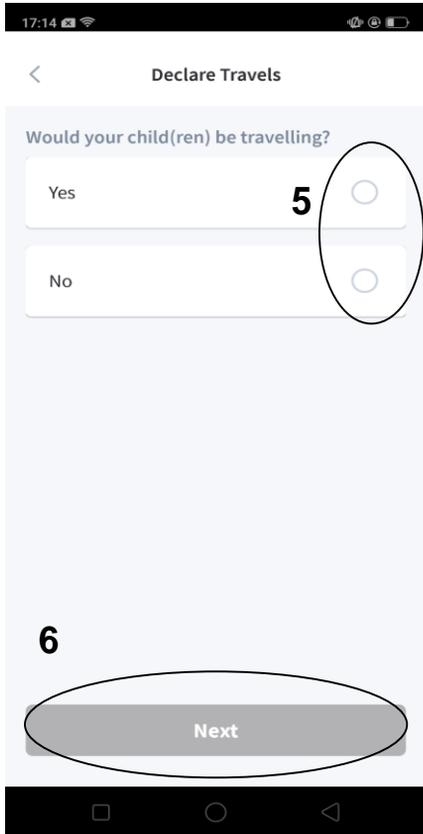
- 1) Go to '**SERVICES**' tab
- 2) Tap on 'Declare Travels'.



3) Tap on the '+' sign next to the 'Declare Travels'.



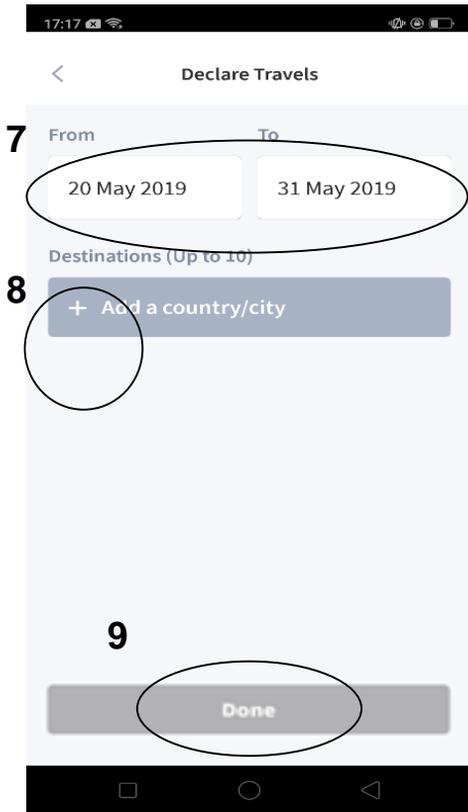
4) Select your child(ren) going on the trip and tap on **'Next'**.



5) Indicate if they are travelling.

(A 'No' or Nil reply is required for Primary 1 students.

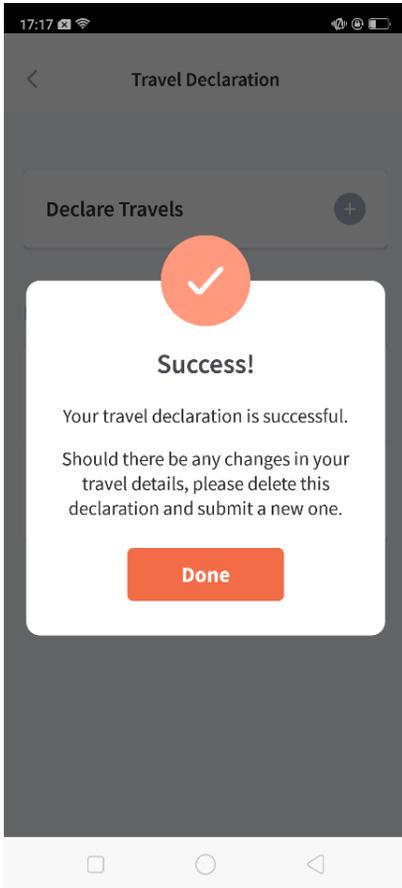
6) Tap 'Next'



7) Indicate the dates of travelling.

8) Indicate the countries/cities. (You may indicate more than 1 location in the specified time frame.)

9) Tap on “Done”



10) You will receive a pop-up message to inform that updating is successful.